

Minutes

City of Loma Linda

Department of Community Development

Planning Commission

Chair Neff called a regular meeting of the Planning Commission to order at 7:00 p.m., **Wednesday, April 7, 2004**, in the City Council Chambers, 25541 Barton Road, Loma Linda, California.

Commissioners Present: Randy Neff, Chair
Mary Lee Rosenbaum, Vice Chair
Michael Christianson
Charles Umeda
Rene Sakala

Staff Present: Richard Holdaway
Jarb Thaipejr, Director, Public Works Department
Lori Lamson, Senior Planner
Jocelyne Larabie, Administrative Secretary

Consultant: Lloyd Zola, LSA Associates

ITEMS TO BE DELETED OR ADDED

There were no items to be added or deleted. However, Director Woldruff requested that the items be taken out of order to allow the applicant for PPD 04-01 to leave once the item has been resolved, since the General Plan Update Project could result in a lengthy discussion. It was the consensus of the Planning Commission to address Item 2 under New Items, Public Hearing at the beginning of the meeting.

ORAL REPORTS/PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

There were no oral reports

CONTINUED ITEMS

PUBLIC HEARING

PC-04-21 - PRECISE PLAN OF DESIGN (PPD) No. 04-01 AND VARIANCE (VAR) NO. 04-01 - A Request by Neighborhood Housing Services of The Inland Empire to Construct a Four-Unit Apartment Complex at 10641 Ohio Street.

Assistant Planner Raul Colunga gave the staff report and explained that the application by Neighborhood Housing Services of the Inland Empire (NHSIE) for Precise Plan of Design (PPD) No. 04-01 was a proposal to construct a four-unit, two-story apartment building on the vacant lot at 10641 Ohio Street. He added that the second component of this request was Variance No.04-01, which was a proposal to reduce the required parking spaces from 13 to 12. He

described the project as four 1,447 square-foot townhouse apartments that would feature three bedrooms and two bathrooms, a single car, side-loaded garage, front porches and a patio, and a playground amenity at the rear of the building. He indicated that the site plan showed eight parking spaces at the rear.

Staff recommendation was that the Planning Commission approves PPD 04-01 and Variance No. 04-01 based on the Findings and subject to the Conditions of Approval.

Mr. Colunga stated that the application was submitted to the Community Development Department on January 12, 2004 and would be brought back before the Planning Commission to review the required development agreement between the City and the applicant, which would cover the required 55-year affordable covenants to be recorded with the property. He added that the project was in a redevelopment project area and the construction of the new fourplex was exempt pursuant to CEQA Guidelines Section 15303(b), which provides a Class 3 Categorical Exemption for new construction of up to four dwelling units

Mr. Colunga further stated that the applicant had provided a good color contrast for the product; and that the roof material was conditioned to utilize 40-year shingles. He added that the lot would be nicely landscaped and illuminated with outdoor lighting and informed the Commission that a photometric study had been performed which illustrated that spill over into adjacent properties and that the entire site had at least one foot candle of light source.

Mr. Colunga continued his report to say that the project was consistent with the General Plan and zoning designations, and that it would provide a choice of housing and upgrade an area that's substandard. He stated that the project would adhere to the proposed policies of the Residential Land Use Designation for Medium Density Residential contained in the Draft General Plan; the proposed project complies with LLMC Chapter 17.38, which refers to the R-3, Two-Family Residence Zone; It would not cause any substantial environmental impacts and is not likely to cause serious public health problems. He added that the design of the duplex was compatible with existing residential and multi family structures in the surrounding neighborhood.

With regards to the Variance, Mr. Colunga explained that it was a request to reduce the parking requirement from 13 spaces to 12 spaces. He continued to say that if the requirement for 13 spaces were upheld, the additional parking space would either reduce the landscaped area, the playground area amenity or encroach into the trash enclosure area. He added that reduction of one required parking space would not have a significant impact on parking demand for future tenants and their guests and would not be a detriment to the project or the surrounding neighborhood and that proposed parking would provide the residents of the development with at least two parking spaces and four additional guest parking spaces.

Mr. Colunga informed the Commission that the applicant had worked closely with planning staff and had made every effort possible to provide the most appropriate layout, design, and architecture for this project.

Chair Neff opened the meeting to public comments.

Mr. Dawkins Hodges, Executive Director of the Neighborhood Housing Services of the Inland Empire, 1390 N. D Street, San Bernardino addressed the Commission and stated that the project was being funded by San Bernardino County who allocated \$500,000 of Federal Homes funds for the project with a requirement that the townhouses be restricted to strict affordability standards for people who make 50% or less of the Area Median Income (AMI) and below, which

represents about \$23,000 per year for a family of four. He continued to say that they anticipated the project to be ready for occupancy between December 2004 and February 2005.

Commissioner Christianson expressed his concerns about targeting very low income families, as it might lead to a multitude of problems as is seen in other less affluent neighborhoods of the City of Loma Linda. Mr. Hodges replied that the families that would be living in the townhouses would be working families that can't afford to assume a large down payment or a mortgage on a house. He added that NHSIE would manage the complex until an independent management company was contracted to do the oversight of the building. He continued to say that NHSIE nurtured the families that rent low-income apartments to help them work towards owning their own home.

Ms. Mary Lynn Cooke, 25340 Mead Street, approached the podium to inform the Commission that the residents of the North Central Neighborhood where the project was proposed met to review the particulars of the project and stated that in their opinion this was a good project.

Chair Neff closed the public comment period at 7.35 and commenced the discussion on the Conditions of Approval.

Conditions of Approval

Community Development Department Conditions

Condition 1.4

Chair Neff requested that Staff change the hours for construction activities in the condition to say that no work would be done between the hours of 7 p.m. and 7 a.m. Staff agreed that they would make the change to be consistent with other development that had been required to do so.

Condition 1.9

Vice Chair Rosenbaum asked that a reference to the type of fence used would be a chain link fence. Assistant Planner Colunga replied that a chain link fence was called out for on the landscape plan. After further discussion, Senior Planner Lamson stated that the condition would be modified to say:

"... A vinyl chain link fence shall be installed around the playground and topped with a tubular steel rail." Staff would work with the applicant to select the color of the fence.

Public Works Department Conditions

Chair Neff asked Associate Engineer if he had any comments to add to the Public Works condition. Mr. Peterson stated reiterated that the driveway approach should be per Standard 4.2, which is a straight side design.

Senior Planner Lamson recommended that Condition 2.19 be amended as follows:

Condition 2.19 would read:

"... in accordance with City Standards" at the end of the paragraph.

Public Safety Department Conditions

Assistant Planner Colunga pointed out that Public Safety Conditions 3.6 and 3.7 would be deleted as they duplicated the information in Conditions 3.2 and 3.1 respectively. Chief Crawford concurred with Mr. Colunga's comment.

A brief discussion took place regarding the parking spaces. Senior Planner Lamson explained that each apartment would have a one-car garage as required by the Loma Linda Municipal Code for multi-family dwellings and the remainder would be uncovered parking.

Chair Neff opened the discussion on the request for the elimination of one parking space that would leave 12 spaces instead of 13. The Commissioner had no other comments to add.

Motion by Rosenbaum, seconded by Christianson, and carried with a vote of 4-0, to approve Precise Plan of Design (PPD) No. 04-01, and Variance No. 04-01 based on the Findings, and subject to the Conditions of Approval, as modified.

Chair Neff reopened the public comment period to allow Mr. Richard Wiley, 10848 Pepper Way, to make his comment.

Mr. Wiley suggested that the gate to the chain link fence around the playground be self-closing and self-locking. Director Woldruff explained that that type of fence was usually required when there is a pool or spa, but could be added to the conditions in this case, as it is a good precaution.

Motion by Rosenbaum, seconded by Christianson, and carried with a vote of 4-0, to amend the motion to approve Precise Plan of Design (PPD) No. 04-01, and Variance No. 04-01 based on the Findings, and subject to the Conditions of Approval, as amended, and to provide a safer gate such as a self-closing and self-locking gate.

Chair Neff called for a brief recess at 8:01 p.m. The meeting was resumed at 8:10 p.m.

PC-04-22 - GENERAL PLAN UPDATE PROJECT - The project is a comprehensive update to the City's General Plan, which was originally adopted in 1973. A Draft General Plan document has been prepared based on public input received in various public workshops over the past two years. The draft document has been designed to respond to and reflect the City's changing conditions and community goals in order to guide the City's development during the next twenty years. The project boundaries include all of the City's corporate limits and the Sphere of Influence in the San Bernardino County unincorporated areas generally located south of Redlands Boulevard, east of California Street, south of Barton Road and west of the San Timoteo Creek Channel, and the southeast portion of the South Hills area into San Timoteo Canyon and south to the Riverside County line. The Draft General Plan document addresses issues and sets broad policies related to Land Use, Community Design, Circulation, Economic Development, Housing, Conservation, Open Space, Noise, Safety, Public Services and Facilities, and Historic Preservation.

Director Woldruff reported that at the last meeting, the Planning Commission had completed the review of Elements 1, 4, 6, 7 and 9. She requested that Housing Element (Element 5) be continued to a later date because the Housing Element was a very complex subject and that it was preferable that Mr. Zola be present to answer questions. She added that the continuation would allow time for staff to send an invitation to the meeting to the various housing advocacy groups.

Chair Neff opened the discussion with Element 8 – Public Services and Facilities. The following issues were addressed:

Element 8 – Public Services and Facilities

Fire Protection

- Page 8-2, Planning Commission wanted to clarify that the numbers provided in the second paragraph under table 8.A regarding the increase in emergency calls to the fire department were for 2000-2001.

Director Woldruff explained that the numbers provided were based on the Existing Settings Report and that she would ask Mr. Zola if it would be appropriate to amend the language to reflect the specific time span.

- Page 8-1 – In response to Chair Neff's question about the current staff at the Fire Station, Chief Crawford stated that his staff had changed since the report was written based on the Existing Settings Report.
- 8.1.1 – Identified Fire Protection issues. – Mr. Glen Elssmann, 24949 Prospect Avenue, requested some discussion on the fire protection for the south hills and the requirement for a second fire station in the south hills.

A lengthy discussion ensued. Mr. Elssmann suggested that the decision for a second fire station be development-driven based on an evaluation of the need for each project. Chief Crawford replied that the south hills have been an identified area of need since the 1980s, primarily because of the hazards and the response times. Mr. Elssmann's greatest concern was the determination in the Draft General Plan that the second fire station "must" be located in the south hills as opposed to any other location in the City. He added that the wording in the General Plan could be used to determine that the criteria for a new station were met. On the subject of response times, Chief Crawford pointed out that Section 8.1.2 (b) addressed that issue. The discussion concluded with the following language change:

- Condition 8.1.1

Add the following language to the first sentence: The southern portion of the City, south of the Hillside Initiative Boundary, has been identified by the Fire Department as an area that may need ...

- Condition 8.1.2 e)

Add at the end of the paragraph: ... as identified on figure 10.3 and further defined in Section 10.4."

- Condition 8.4.2 b)

Add language in the policies to assess fees from developments to subsidize the expansion of the library if funding is not secured. Director Woldruff stated that she would ask Mr. Zola if it was appropriate to have the language in the General Plan.

Section 8.2 - Police Protection Services

There was a brief discussion on the Police Protection with no changes suggested to the text.

Section 8.3 - Educational Facilities

There was a brief discussion on Educational Facilities with no changes suggested to the text.

Section 8.4 - Library Services

There was further discussion on the expansion of the public library. Associate Engineer Peterson explained that the Public Works Department was preparing a grant proposal to expand the library from 6,000 s.f. to 15,000 s.f.

Mr. Elssmann asked that if it was appropriate to add language to the General Plan to seek fees to help the library expansion funding. Director Woldruff replied that currently, fees were collected from the Development Impact fees paid by developers and used for City community projects and added that she would ask Mr. Zola if it would be appropriate to add language to the General Plan to address the issue.

Section 8.6 - Parks and School Grounds

Commissioner Patel asked which section of the draft General Plan would discuss a community center or a teen center. Director Woldruff replied that it would probably be addressed by a Parks & Recreation Department that typically oversaw community centers, youth centers and senior centers. She added that currently the administrative issues were addressed by the Community Development Department while the Public Works Department focused on the maintenance and budget issues.

Director Woldruff added that she would discuss the issue with Mr. Zola to see if a reference could be added.

Chair Neff asked what approval process was used when outside organizations requested the use of the City of Loma Linda parks. Director Woldruff replied that there was a Park Use Permit process for day uses that are reviewed by the Community Development Department. She added that a Youth Facilities Use Agreement was processed for long-term uses through the Public Works Department. She also mentioned that for unique requests, the application was presented to the Parks, Recreation and Beautification Committee for their approval.

Chair Neff asked which organizations requested the use of the City's parks. Director Woldruff replied that the City received requests for seasonal use from the Loma Linda Little League, the Loma Linda Academy, and the Redlands Academy. She added that the focus of the Parks Department was to provide services to the local area groups and youth organizations as much as possible. Associate Engineer Peterson added that City personnel took care of the major

maintenance, Waste Management emptied the trash bins and the applicant was asked to do the striping of the fields, empty the trash cans into the dumpster, and clean the restrooms. He also mentioned that the applicant was allowed to use the concession stand.

Mr. Elssmann brought up the question of ownership of the 800 acres of open space in the South Hills, saying that he had not seen a reference to them in the section on Parks and School Grounds. He also asked if it was the City's concern to designate some, or all, of the open space in the hills. He also asked if it would be appropriate to articulate in the General Plan plans for future needs of more parks because of the population growth in view of the development that was occurring. Director Woldruff replied that the Parks, Recreation and Beautification Committee reviewed this section of the Plan and were comfortable with its scope.

Commissioner Patel left the meeting 9:10 p.m.

Guiding policy for Recreation Programs and Services

Commissioner Rosenbaum asked about the museums that were referred to in that section. Director Woldruff explained that the City had a tentative plan for the Heritage Park to house historical structures that eventually would become museums. Senior Planner Lamson pointed out that because the land use had not been determined for the location of museums, the reference to museums was in the appropriate section in the draft General Plan - Guiding policy for Recreation Programs and Services.

The discussion concluded in the Parks and School Grounds section with no substantial changes suggested to the text.

Section 8.7 - Water Utilities

There was a brief discussion on the Water Utilities with no changes suggested to the text.

Section 8.8 - Wastewater Management

Associate Engineer Peterson pointed out that the City of Loma Linda was using less than half of its allotment of 7 million gallons per day of effluent at the San Bernardino Municipal Water Department wastewater facility, and that the Public Works Department and City Engineer Jarb Thaipejr was studying the idea of a stripping plant that would remove some of the gray water from the effluent to be used in non-potable purposes.

Section 8.9 – Solid Waster Management

Commissioner Rosenbaum pointed out that the date (Yr 2000) mentioned in the first paragraph should be clarified to say that the City was accomplishing that goal or not. Associate Engineer Peterson explained that quarterly reports were provided to the State showing our good faith efforts to meet that requirement. Commissioner Rosenbaum suggested that language should be added to reflect that the City was actively working to meet that objective.

Section 8.10 – Utilities and Cable Television

Chair Neff asked if the City had some regulations regarding satellite dishes. Senior Planner Lamson replied that the Federal Telecommunication Act of 1993 mandated cities to approve the installation of all satellite dishes that are less than one meter in size.

Upon the completion of the discussion on Element 8, there was a discussion on the scheduling of the next Planning Commission meeting. Director Woldruff informed the Commission that there would be two items at the regular meeting of May 5, 2004. One item would be the discussion of a Tentative Tract Map and the other would be a brief presentation by the Loma Linda University Master Plan.

Chair Neff announced that the discussion on Element 8 was completed.

PC-04-24 - APPROVAL OF MINUTES

There were no minutes available for approval.

REPORTS BY THE PLANNING COMMISSIONERS

There were no reports by the Planning Commissioners.

COMMUNITY DEVELOPMENT DIRECTOR REPORT

Director Woldruff did not provide a report to the Planning Commission.

A discussion ensued regarding the scheduling of the next meeting to continue the review of the draft General Plan and to address other projects ready to be brought to the Planning Commission. Director Woldruff told the Commission that the Loma Linda University Medical Center wished to make a presentation to the Planning Commission on their progress regarding their Master Plan. Senior Planner Lamson added that there was a tentative tract map project that would be placed on the next agenda.

It was the consensus of the Planning Commission to schedule an adjourned regular meeting on April 28, 2004.

ADJOURNMENT

Motion by Christianson, seconded by Rosenbaum, and unanimously carried to adjourn to a special meeting on April 28, 2004. (Essex absent)

The meeting was adjourned at 9:45 p.m.

Minutes approved at the regular meeting of July 21, 2004.

Administrative Secretary